

**VILLAGE OF MACHESNEY PARK, ILLINOIS**  
**HELD IN THE FRANK G. BAUER MUNICIPAL HALL**  
**Journal of Proceedings ~ Regular Meeting, June 18, 2018**

The meeting was called to order at 6:00 PM by Mayor Steve Johnson. Rev. Josh Wiesneth from First Born Ministries gave the Invocation, which was followed by the Pledge of Allegiance led by Trustee James Kidd.

Present: Mayor Steve Johnson, Trustees Joe Seipts, Jake Schmidt, James Kidd, Aaron Wilson, Terri Bailey and Erick Beck

Absent: Trustee Terri Bailey

Also

Present: Village Clerk Lori Mitchell  
Village Treasurer Bradley Robison  
Village Attorney Tom Green  
Village Administrator Tim Savage  
Finance and Human Resources Manager Michelle Johannsen  
Community Development Director James Richter II  
Village Engineer Chris Dopkins  
Public Safety Supervisor, Lt. Pete DalPra

The Journal of Proceedings for the Regular Board Meeting from June 4, 2018 was approved per typewritten copies submitted by the Clerk on a motion by Trustee Wilson and seconded by Trustee Schmidt. Motion carried by voice vote.

1. Minutes Approved

**Village Treasurer Bradley Robison presented the treasurer's report as of June 11, 2018, reflected the total of all funds to be \$11,492,309.00. A copy of the report is available at the back of the room.** A motion was made by Trustee Wilson and seconded by Trustee Seipts to accept the Treasurer's Report and place it on file for audit. Motion carried by voice vote.

2. Treasurer's Report

**Clerk Mitchell announced the winners of the Yard of Distinction Program. The June yards being recognized are:**

3. Communications

*District #1 – The Smallwood Residence, 7602 Hawks Ridge Road*  
*District #2 – The Myers Residence, 917 Cactus Court*  
*District #3 – The Rozell Residence, 912 Crystal Drive*  
*District #4 – The Hilden Residence, 8697 Jeffery Way*  
*District #5 – The Carter Residence, 1021 Whitby Lane*  
*District #6 – The Butcher Residence – 813 Ramona Terrace*  
*Business – Northwoods Beef-A-Roo, 4601 Adamson Lane*

Yard of Distinction

**Clerk Mitchell Introduced Mr. Rob Anderson, AMC Attorney and Mr. Frank Lewis, AMC Director of Operations, who addressed the Board regarding Ordinance 23-18. They gave a brief presentation regarding selling alcohol in the movie theatre. In 2017 AMC representatives say 76 percent of moviegoers were over 21 years old. That's why they're working to attract more of that demographic to the theaters. "What we've seen is a really dramatic shift over the past five years," said AMC Director of Alcohol Operations Frank Lewis. Lewis says the nearly 100-year-old company has worked to adapt to the changes in the theater industry. "From a demographic shift of really moving from, in the mid-80's and 90's it was very much a teenage hangout, so a large percentage of guests going to the movies were largely under 21," said Lewis. That's why his company is in the process of getting the go-ahead to serve alcohol at their Machesney Park AMC 14 location to attract the growing over-21 crowd. Right now, AMC is serving alcohol in 24 different locations in Illinois. Lewis says they work hard to make sure those sales don't hurt the movie-going experience. "We're very focused on making sure that, two different things, one that we're keeping alcohol out of the hands of minors, and two that we're not letting people consume to the point of intoxication," "We think it's the right thing to do for our community," said Lewis.**

Address Board by AMC

Guests will be limited to buying two drinks at one time and must show their own ID along with the ID of anyone for who they are buying a drink. Lewis says the average amount of drinks purchased by moviegoers during one movie typically is around one per person. **Discussion:** At the conclusion of their informational presentation, the AMC representatives responded to questions posed by Board Members.

Trustee Seipts presented the warrant in the amount of \$166,810.80 and moved for its authorization; seconded by Trustee Wilson. Motion approved. On roll call: 5 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, and Beck), 0 nays, 1 absent (Trustee Bailey)

### ADMINISTRATIVE REPORTS

**Mayor Johnson reported** gave his State of the Community Address for 2018 after one year in office. The text of his address is presented verbatim at the end of these minutes.

**Attorney Tom Green** had no report this evening.

**Village Administrator Tim Savage** had no report this evening.

**Finance and HR Manager Michelle Johannsen** reported the Village Auditors completed their final fieldwork last week for Fiscal Year '18. There are a couple remaining adjustments to revenue for actual amounts received, then they will issue their report and present to the Board in August. She noted that she will provide a summary in July once the final numbers are confirmed.

**Community Development Director James Richter II** had no report this evening.

**Public Works Superintendent Chad Hunter** left no report this evening.

**Village Engineer Chris Dopkins** gave his update on the ongoing projects. He reported that Scott, Cadet, Juniper contracts have been signed by the contractor. They would like to get started the first week in July. The resident meeting will be next week to review the project with the residents. The Orlando Project – the contractor has signed the contracts and desire to start construction next week. A letter will be going out to residents and businesses that will be affected by this project. The Resurfacing Project is out to bid currently and bids will be opened on June 27 and the award will brought for approval at the July 2 Board Meeting.

**Public Safety Supervisor, Lt. Pete Dal Pra** reported that during the month of May, the Sheriff's Police in Machesney Park made 826 community contacts, 580 traffic stops, 235 of those were for traffic citations and 13 of those citations were for DUI. Deputies located and tagged 35 inoperable vehicles and over the past month, we redeployed the speed trailer in Machesney Park which should go well.

### COMMITTEE AND TRUSTEE REPORTS

**District #1 Trustee Seipts, Administration and Finance Committee Chairman** reported the A&F committee met this evening and reviewed three resolutions. Those items will go to the July 2 Board Meeting with positive recommendations and received one motion that was not acted on.

**District #2 Trustee Schmidt, Public Improvements and Safety Chairman** reported that the Public Improvements and Safety Committee met this evening and reviewed one ordinance and two resolutions that will go to the July 2 Board Meeting with positive recommendations.

**District #3 Trustee Kidd, Public Improvements and Safety Vice-Chairman,** had no report this evening.

4. Warrant/Approved
5. Administrative Reports
6. Mayor's Report
7. Attorney's Report
8. Village Administrator
9. Finance/HR Manager
10. Comm. Dev Dir
11. Pub Works Supt
12. Village Engineer
13. Pub Safety Supervisor
14. Committee Reports
15. District #1 Report
16. District #2 Report
17. District #3 Report

**District #4 Trustee Wilson, Administrative and Finance Vice-Chairman, asked for a moment of silence honoring former Trustee and current Machesney Park Representative to the Chicago/Rockford International Airport Board who passed away last week. (A Moment of Silence was Observed.)**

18. District #4 Report

**District #5 Trustee Bailey, Planning and Economic Development Chairperson, left no report this evening.**

19. District #5 Report

**District #6 Trustee Beck, Planning and Economic Development Vice-Chairman, had no report this evening.**

20. District #6 Report

CONSENT AGENDA\* - Mayor Johnson noted that the next item is the Consent Agenda. He asked Staff to introduce all items to be considered under the Consent Agenda.

21. Consent Agenda

Administrator Tim Savage presented the items as follows:

- A. Ordinance 20-18, Amending Chapter 9 "Alcoholic Beverages" Decreasing the Number of Class "A" Licenses and Class "C" Licenses, Final Reading
- B. Ordinance 21-18, Variance from Chapter 23, Substantial Improvement Regulations, 9602 Shore Drive, First Reading
- C. Ordinance 22-18, Variance for an Accessory Building Size and Height, 11051 Ventura Blvd., First Reading
- D. Ordinance 24-18, Prevailing Rate of Wages Ordinance, First Reading
- E. Resolution 23-R-18, Final Plat 2, Nyquist Subdivision
- F. Resolution 25-R-18, Final Plat 2, Queen Oaks Extension
- G. Resolution 31-R-18, Authorize Engineering Services for Road Extension, Park 90 Subdivision

Mayor Johnson asked if there were items a Trustee would like removed from the Consent Agenda to be considered separately. There were no items removed to be considered separately. The Consent Agenda was accepted as presented.

Consent Agenda was Accepted as Presented

Mayor Johnson called for a motion to approve all items under the Consent Agenda. The motion was made by Trustee Wilson and seconded by Trustee Schmidt. The motion was approved by roll call vote: 5 ayes (Trustees Seipts, Schmidt, Kidd, Wilson, and Mayor Johnson), 1 nay (Trustee Beck), 1 absent (Trustee Bailey)

All Items on the Consent Agenda were Approved

#### UNFINISHED BUSINESS

Mayor Johnson called for a motion to approve Ordinance 23-18, Text Amendment Chapter 9, Creating a Class "MT" Theater Liquor License, First Reading. The motion was made by Trustee Schmidt and seconded by Trustee Seipts. **Staff Report: Village Administrator Tim Savage explained this ordinance comes from the Liquor Commission with a positive recommendation. It creates a brand new liquor license called "MT" and provides for serving of on-premise consumption of alcohol at theaters. He further explained that the paper copy of Ordinance 23-18, provided to the Trustees this evening is the one that will be considered this evening. He explained the amendments to the original Ordinance.** The motion was approved by roll call vote: 6 ayes (Trustees Seipts, Schmidt, Wilson, Beck and Mayor Johnson), 0 nays, 1 absent (Trustee Bailey).

22. Unfinished Business  
23. Ord 23-18, 1<sup>st</sup> Rdg., Passed

Mayor Johnson called for a motion to approve Resolution 28-R-18, Advisory Referendum Regarding Open Burning. The motion was made by Trustee Schmidt and seconded by Trustee Kidd. **Staff Report: Village Administrator Tim Savage explained that at the last meeting, the Board felt the language might be confusing and too lengthy. Therefore, the Referendum language being presented tonight has been shortened to only include burning of yard waste. The last "Whereas" in the document states that recreational fires will be allowed consistent with the current code.** The motion was approved by roll call vote: 6 ayes (Trustees Seipts, Schmidt, Wilson, Beck and Mayor Johnson), 0 nays, 1 absent (Trustee Bailey).

24. Res 28-R-18, Adv. Ref/Passed

**NEW BUSINESS - None**

**PUBLIC COMMENT: None**

**CLOSED SESSION: None**

**Trustee Wilson moved to adjourn;** seconded by Trustee Schmidt. Motion approved by voice vote. Meeting adjourned at 6:46 p.m.

APPROVED:

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Lori J. Mitchell, MMC  
Village Clerk

BOARD MEETING – FIRST AND THIRD MONDAY AT 6:00 PM EXCEPT WHEN A HOLIDAY FALLS ON A BOARD MEETING MONDAY, THE MEETING IS RESCHEDULED FOR THE TUESDAY AFTER THAT HOLIDAY.

Administration and Finance Committee – First and Third Monday @ 5:45 PM prior to a regularly scheduled Board Meeting.

Planning and Economic Development Comm.- First Monday of each month at 5:30 PM

Public Improvements and Safety Comm. - Third Monday of each month at 5:30 PM

Planning and Zoning Commission – Fourth Monday of each month at 6:00 PM

These minutes are not official unless signed and sealed by the Village Clerk.

25. New Business

26. Public Comment

27. Closed Session

28. Adjourn

## *MAYOR JOHNSON'S STATE OF THE COMMUNITY ADDRESS FOR JUNE 2018*

"I have been The Mayor for a little over a year, and what a year it has been. It started out with a bang literally! The night of my second board meeting as Mayor we saw a terrible hail storm that caused major damage to cars and homes in Machesney Park. In June we had a severe wind storm in Northern Machesney Park. It caused significant damage to trees and property. I spoke with Mayor Jury of Loves Park and they supplied a crew of men and a truck to help with removing trees from the roads and right of ways. The Village of Roscoe provided a chipper for us to use. I want to thank the Village Trustees and staff that were able to help with the clean-up. We met many residents who were grateful for the help.

We had 15 new businesses open in 2017: Retailers/Service Providers:

24/7 Laundromat. Ultra Beauty, Complete Nutrition, Edward Jones, Lavish Nail Bar, Boost Mobil and Maximum Performance. Restaurants: Pita Pit, Dunkin Donuts and Happy Wok/Broasters Chicken. Manufacturers: JC Milling & Co. Crandall Stats and Sensors Secondary Solutions, Inc., and Jim Holder's Self Storage Buildings. We did a partnership with Rockford Area Realtors Young Professionals Network which together we made Minns Park that includes a whiffle Ball Diamond and basketball court and picnic table. Additions and remodels were Menards, Henning Laser Addition, Henning main building addition, DLX Storage, Option Care. And New Construction TLC Assisted Living which by the way will start digging in the next couple of weeks. That means that there was 172, 099 square feet of Commercial Construction Activity in Machesney Park in 2017.

So far in 2018 we have seen even more new business openings. They are MOD Pizza, The KFC re opening, ATI Physical Therapy, Beautiful Ambitions and Tobacco Center. Businesses slated to open their In 2018 include: Ross Dress for Less, Casey's General Store, Hobby Lobby and Heritage Credit Union. Our latest win is a 100,000 square foot building being constructed in the Park 90 development.

The Village has been awarded The Distinguished Budget Presentation Award from Government Finance Officer Association for two consecutive years. The Village will be submitting the fiscal year 2019 budget for consideration in July. With the transparency and clarity of our budget and sound auditing practices, I am confident that the Village financial position is fairly and accurately presented.

The Village Board approved a balanced fiscal year 2019 \$7,147,100 of expenditures and trending at a fiscally acceptable 5% increase over last year.

Our core revenue streams in total remain strong in spite of the estimated \$210,000 reduction in State shared revenue imposed upon the Village this time last year.

In response to the reductions, The Village made mid-year adjustments to expenditures and sales tax revenue increased slightly over the previous year. A strong economy and the desirability of Machesney Park as a retail destination in the region both contributed to total general fund revenues of over \$7,000,000. The result is a healthy unassigned fund balance estimated to be 70% or better at the end of fiscal year 2019.

The Village did 1.25 miles of reconstruction and 4.03 miles of resurfacing to help maintain and improve the Village infrastructure.

The Village will soon be installing way finder signs at various locations throughout Machesney Park. These signs while helping to beautify the Village will also provide useful information to visitors and residents about various locations with directional Arrows pointing out locations such as Village

**MAYOR JOHNSON'S STATE OF THE COMMUNITY ADDRESS FOR JUNE 2018**

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Hall, shopping, Etc. They are expected to be installed this summer. Village Staff and Myself have worked with the Illinois tollway authority to have the signs along I-90 changed from saying West Lane Road exit to Machesney Park exit. This will give Machesney Park more visibility and help attract more visitors and businesses to our Village. We have also began to landscape the areas around our welcome signs.

The Village contracted with the City of Loves Park to do all of our building inspections by partnering together this helps both communities. Thus allowing the Village more flexibility and increasing our revenue stream.

The Village hosted the 2nd Annual Touch a Truck/ Trunk N Treat event with The Parks Chamber. It was a cold day, but still 1,000 kids plus their parents attended the free family event held at The Machesney Town Center. The Village is hosting a free family movie night once a Month in June, July and August. We had our first free movie outside at Village Hall on Wednesday, June 6 the movie was Paddington 2. 50-75 attended. North Park Fire provided free popcorn and Meijer provided free water. The next movie will be Wednesday July 11 it starts at 7:30 pm and the movie is Moana. The last movie of the summer will be Wednesday August 1st and the movie will be Coco.

I don't have time to list everything that has happened, but I attempted to highlight various aspects including business growth, fiscal responsibility, infrastructure, beautification, intergovernmental cooperation and community events. When all these parts work together we have a well-balanced community that is attractive to businesses and residents alike. I would like to thank the entire Village Staff for all their help and support this first year. The success of Machesney Park is truly a group effort with all departments working toward one goal and that is making Machesney Park a great place to live, work and play. In conclusion, it has been a very exciting and busy time and I look forward to even more positive things in the coming year.”